



**PARKS and RECREATION ADVISORY COMMISSION
MINUTES
March 01, 2007**

Attendees:

Parks and Recreation Advisory Commission Members

		Committee Membership
Jack Griffin, Vice Chairman	Bermuda District	Capital Projects Committee Athletics Activities Committee Background Checks Committee
Lynn Crump	School Board	Capital Projects Committee, Outreach, Greenways Advocacy Committee and Future Visions Committee
Jim Beck	Bermuda District	Capital Projects Committee Budget Committee
Jose Sanchez	Clover Hill District	Capital Projects Committee Athletic Activities Committee
Dennis Harding	Dale District	Athletics Activities Committee Budget Committee
Bob Terrell	Dale District	Chair, Athletics Activities Committee Capital Projects Committee, Background Checks Committee
Annette Schanz	Matoaca District	Outreach and Greenways Advocacy Committee, Athletic Activities Committee, Capital Projects Committee
Earl Gee	Matoaca District	Chair, Budget Committee Athletics Activities Committee
Ron Maxey	Midlothian District	Chair, Future Visions Committee Capital Projects Committee

Absent:

Frank McDavid, Chairman	Clover Hill District	Member of All PRAC Committees
Will Shewmake	Midlothian District	Chair, Outreach and Greenways Advocacy Committee Future Visions Committee Athletic Activities Committee

Parks and Recreation Staff

Rebecca Dickson, Deputy County Administrator, Human Services

Mike Golden, Director, Primary Liaison, By-laws Committee and Future Visions Committee

Lynell McClinton, Chief of Finance, Primary Liaison Budget Committee

Phil Innis, Assistant Director, Primary Liaison Athletic Activities, Outreach & Greenways, and
Background Checks Committee

Bruce Dove, Assistant Director, Liaison Budget, Capital Projects and Future Visions Committee

Mark Askin, Chief of Parks, Liaison Outreach and Greenways and Budget Committees
 Stuart Connock, Jr., Chief of Parks Design and Construction, Primary Liaison, Capital Projects Committee
 Bill Carlson, Athletics Manager, Liaison Athletic Activities, Capital Projects and Background Checks Committees
 Doug Salyers, Liaison Budget Committee
 Rebecca J Parker, CPS/CAP, Secretary

2006 Standing Committee

Budget	Capital Projects	Athletics Activities	Background Checks	Outreach and Greenways
Earl Gee, Chair	Jack Griffin, Chair	Bob Terrell, Chair	Bob Terrell, Chair	Will Shewmake, Chair
Dennis Harding	Lynn Crump	Annette Schanz	Jack Griffin	Lynn Crump
Jim Beck	Annette Schanz	Earl Gee	Frank McDavid	Annette Schanz
Frank McDavid	Ron Maxey	Jack Griffin		Frank McDavid
	Jim Beck	Dennis Harding		
	Bob Terrell	Will Shewmake		
	Frank McDavid	Frank McDavid		
	Jose Sanchez			

Future Visions

Ron Maxey-Chair
Will Shewmake
Lynn Crump
Frank McDavid

Speakers on Scheduled and Unscheduled Matters

Amanda Daniels	Public Affairs, 2007 Celebrations
Rebecca Dickson	Deputy County Administrator – Human Services
Steven Haasch	Public Facilities Plan Update
John Simpson	Rugby
Blake Eller	CBC - Rosters

🌀 Parks and Recreation Advisory Commission Mission Statement 🌀

Working in partnership with the public, Parks and Recreation Department, and the Board of Supervisors, Parks and Recreation Advisory Commission (PRAC) seeks to eliminate obstacles that interfere with Chesterfield County's ability to efficiently and safely provide greenways, parks, recreational facilities, and associated programs. PRAC also strives to support recreational programs and facilities that a *First Choice Community* such as Chesterfield should afford its citizens, as well as to exercise leadership in projecting the future recreational needs of the County's citizens and determining how best to meet those needs.

I. Vice Chairman, Jack Griffin called the meeting to order at 7:00 p.m.

II. Non-Sectarian Invocation:

Ron Maxey gave thanks for all blessings received and asked for guidance and wisdom in the decisions and opportunities before this Commission.

III. Pledge of Allegiance:

Lynell McClinton led the assembly in the *Pledge of Allegiance*.

IV. Approval of January 11, 2007, Minutes:

Lynn Crump made a motion to waive the reading of the minutes and approve them as written. Bob Terrell seconded the motion. There was no further discussion. The motion was approved with unanimous vote.

V. Meeting Procedures:

Vice Chairman Griffin advised that there was a sign-up sheet available for anyone who wished to speak.

Dennis Harding requested an update on Chairman Frank McDavid's condition. Jack Griffin reported that Frank McDavid is hospitalized and receiving treatment and has been given a hopeful prognosis. Chairman McDavid would like to continue as Chairman and attend as many meetings as possible but has offered to step down as Chairman, if the Commission requests him to do so. **Vice Chairman Griffin made a motion that Frank McDavid continue as Chairman.** Commission members agreed that Chairman McDavid had done an excellent job fulfilling his duties as Chairman. Dennis Harding seconded the motion. There was no further discussion and the motion was approved with unanimous vote.

All present expressed their hopes for the very best outcome for Chairman McDavid.

VI. Amendments to Agenda:

VII. Public Comments on Agenda Items: None

Public Hearing on Soccer/Field Hockey/Lacrosse Field Assignments

Bill Carlson explained that the public hearing on field assignments for Soccer/Field Hockey/Lacrosse had been postponed due to the cancellation of the February PRAC meeting. Mr. Carlson noted that the season for these sports actually begins March 5. There was no public comment. Lynn Crump made a motion to accept the field assignments as presented to PRAC by Parks and Recreation for Soccer/Field Hockey/Lacrosse. Bob Terrell seconded the motion. There was no further discussion and the motion was approved with unanimous vote.

VIII. New Business

Presentation - *Chesterfield 2007* – Amanda Daniels

Amanda Daniels, with Public Affairs, updated the Commission on the activities planned for 2007. Ms. Daniels explained that the Heritage Alliance, which includes Henricus Historical Park, Chesterfield Historical Society, Falling Creek Ironworks, Mid-Lothian Mines and Rail Roads, the Eppington Foundation, Pocahontas State Park, Chesterfield Center for the Arts at Chester Foundation and Chesterfield County Departments, have partnered with Richmond Region 2007 and Virginia 2007 to commemorate the historical significance of 2007.

Six Signature Events are Planned:

1. The Museum Opening - March 9
2. The Godspeed– May 18 -27 (May 18 – 23 at Henricus and 23-27 at Richmond Terminal)
3. Pocahontas Festival- June 2
4. Chesterfield Chamber of Commerce Wine Festival – July 28 (Hosted by Boulevard Flowers in Colonial Heights)
5. Eppington Heritage Day – October 6
6. Chesterfield Air Show – October 20-21

Exhibits

Chesterfield County's newly renovated **Museum** will serve as the *first stop* for visitors to the County and contains new exhibits that provide an overview of Chesterfield County history.

Henricus Historical Park will provide educational exhibits at their Education Center. These exhibits are kid-friendly and can serve as educational resources for teachers.

Three new panels serve as **traveling exhibits** that focus on the history of Falling Creek Ironworks, Mid-Lothian Mines and Eppington and will be *traveling* to libraries, schools and events.

Patriotic 400th Anniversary Red, White and Blue Gardens

Virginia 2007 and Virginia Cooperative Extension have developed a program to commemorate America's 400th Anniversary that encourages residents to plant red, white and blue gardens.

Anniversary Gardens will also be planted at several historic sites around the County. General Services and Parks and Recreation are key participants. The red, white and blue color scheme is planned to be seen throughout the County at libraries, schools and the County complex.

Marketing and Publicity for 2007

Ms. Daniels discussed the following publicity opportunities for marketing the *2007 Celebration*.

- The new *Historic Chesterfield County Virginia* brochure details the many historic sites in Chesterfield County.
- The website www.chesterfieldtourism.com is updated on a regular basis with new events and information.
- *Bookmark Calendars* are available at the libraries, which detail 2007Events.

- *Chesterfield Living* articles will provide updates about the 2007 Events.
- Partnership with Richmond Region to market and publicize the events.

Twinning

Background:

On July 25, 2005, the Board of Supervisors approved a resolution designating Gravesend, England in a Twinning Relationship for the *Chesterfield 2007* and *Jamestown 2007 Celebrations*. The relationship between Pocahontas and Chesterfield County with her gravesite located in Gravesend, England prompted Gravesend, England to request a twinning relationship. Pocahontas married John Rolfe who lived in the Bermuda District of Chesterfield County. The twinning relationship is largely symbolic because the marriage with John Rolfe established her relationship with England and the gravesite at Gravesend, England represented the end. After the Board of Supervisors approved the resolution, it was carried by a special delegation from Virginia representing Indians and Colonists and was presented to officials of the Town of Gravesend and the Gravesham Borough Council.

Amanda Daniels reported that in May 2007, a government delegation and members of the Twinning Association will arrive from Gravesend, England to participate in the *Godspeed* Event. A student delegation will arrive in March 2007.

The Commission thanked Ms. Daniels for her informative presentation.

IX. Parks and Recreation Director's Remarks:

Mike Golden followed up Ms. Daniels' report with discussions about two historical sites. Mr. Golden advised that record crowds are expected for the *Godspeed* event at Henricus in May.

Mr. Golden reported that there has been a significant find at the Falling Creek Ironworks site, which was reported in the press. As Falling Creek cut into its banks, old timbers were revealed that could date back to the 1600's and be part of the original Ironworks. Testing will be conducted to determine the correct era.

Hall of Fame

After discussions with several Board members, Mike reported that the consensus was that the Board appreciates the recommendations from PRAC and would prefer to continue to make the final decisions about the recipients. One suggestion was for a nominating committee to be created that would forward names to the Board and hold discussions with individual Board members about the nominees.

Trail at Ettrick Park

Evelyn Tucker compiled a petition and submitted it to the Block Grant Program for funding of a trail at Ettrick Park. The County Administrator's budget that will be submitted to the Board of Supervisors for approval contains \$100,000 for this trail. The total estimated cost for the completed trail is \$160,000.

Addbacks to the budget are submitted to the County Administrator, and the priority addback submitted for Parks and Recreation this year was for the **Association Assistance Program**. Mike Golden noted that the Association Assistance Program is not only seen as a recreational program but as a preventative measure for areas where youth participation in sports is declining. Deputy County Administrator,

Rebecca Dickson submitted the Human Services Budget to the Board of Supervisors, and the Association Assistance Program was one of the addbacks she recommended. Ms. Dickson cautioned that if the Board decides to lower the tax rate, addbacks could be affected.

Website

Mike Golden pointed out that field closings are posted on the Parks and Recreation website after 4:00 p.m., Monday through Friday. Phil Innis advised that the leagues are responsible for field closing notification on the weekends because Parks and Recreation does not have the staff available to check the fields on weekends.

Naming of Fields at Bird Complex after Mildred Burrell

Mike Golden reported that at the February 28 Board of Supervisors meeting, the naming of four fields after Mildred Burrell was approved. A season opening day ceremony is planned for April 21. Bruce Dove was asked to have signs made for this event.

X. Accept Parks and Recreation Staff Reports:

In response to Chairman McDavid's request to research the revenue generated by cosponsored leagues, Phil Innis advised that a figure of \$208 per day was determined by using the Richmond Visitors Bureau formula. Using soccer as an example; 1,200 teams played in a tournament; 661 teams were from outside of the Chesterfield area; calculating the revenue generated using the Visitors Bureau figure of \$208, the amount of revenue flowing into the County would be 4.1 million dollars. Since the formula was not specific to Chesterfield County, Phil Innis suggested that the Athletic Activities Committee meet and determine a method of arriving at revenue generated.

Deputy County Administrator, Rebecca Dickson advised that a report about this revenue could be extremely beneficial as a tie to funding requests. Lynn Crump noted that this data could provide cost/benefit analysis for the use of artificial turf. Bob Terrell, chairman of the Athletic Activities Committee accepted this issue as part of his Committee's agenda.

XI. Committee Reports:

Committee Chairman, Bob Terrell reported that **the Athletic Activities Committee** met on January 23 and discussed Association Assistance, Storage Containers at School and Park Sites, Out of Season Dates – summer, Youth Rugby Program – summer, and Lights for the Chesterfield Quarterback League (CQL).

Bob Terrell noted that the issue of **Association Assistance** was addressed by Mike Golden in Item VIII.

Storage Containers at School and Park Sites

Bob Terrell advised that this issue is twofold, involving zoning and aesthetics. Parks would like to stop the use of storage containers; however, community groups and schools continue to install these storage containers to support programs like the bike program (part of their physical education program). Mike Golden discussed the issue with Kathy Kitchen and is awaiting her response.

Out of Season Dates 2007- Summer

The Community High School, Goynes Park and Watkins Annex are available for summer use. Contact Susie Owens at 751-4199 for availability.

Youth Rugby Program

The Rugby Program begins in July. The Athletic Manager, Bill Carlson will work with the organization to find available sites.

Lights for CQL

The Athletics Section of Parks and Recreation will address each request for lighted fields individually. The requestors will be required to pay for the lights. Field conditions may cause the teams to be moved.

Budget Committee: No Report

Future Visions: No Report

Outreach and Greenways Committee – No Report

Capital Projects Committee

Committee Chairman, Jack Griffin reported that the Committee met on January 25 and February 22. The Capital Projects Committee is now combined into the Master Plan Committee and the *Public Facilities Plan* update is their primary focus. The *Construction Status Report*, distributed to all Commission members contains the recent updates to projects.

Master Plan Committee

Vice Chairman Griffin advised that the Master Plan Committee met on January 25 and February 22. Mr. Steven Haasch, with the Planning Department, was invited to speak about the *Parks and Recreation Master Plan/Public Facilities Plan Update*.

Public Facilities Plan- Steven Haasch

Mr. Haasch reported that the current plan was adopted in April 2004, and contained 2002 data. Therefore, the data is five years old. The goal is to have the plan updated concurrently with the CIP.

The focus is to make the Plan a document that can be used by staff, which is geared to the substantial accord process, the site selection process and the CIP process. The amount of philosophical explanation will be reduced; however, relevant information can be pulled from the Parks and Recreation Master Plan. The remaining information can be used as background supporting data that is available but not adopted. Each department will take greater ownership in preparation of their update. Mr. Ramsey has requested that each department present their plan to the Planning Commission and the Board of Supervisors. The Parks and Recreation Advisory Commission will be asked to endorse the Parks and Recreation Plan in November – December, before it goes to the Planning Commission in January 2008.

The Executive Review Committee consists of Lane Ramsey, Allan Carmody and three Deputy County Administrators. This Committee will review each department's level of service standards. Parks and Recreation will meet with the Executive Review Committee on March 19.

Vice Chairman Jack Griffin advised that the Master Plan Committee was in the process of reviewing demand/forecasting data supplied by Lynn Crump. Mike Golden said that the issues of park land acquisition and population density/needs were being addressed by digitizing roster data (30,000+ youth)

for mapping by school districts using County GIS capability. The results should provide a visual picture to determine the location for facilities to meet the needs. Lynn Crump confirmed that population projections would also be utilized. Blake Eller discussed streamlining the entry method for roster data using specific nomenclature, for example, number all elementary schools could be listed as E01-E34 and these characters would fit the existing format on every roster. Dennis Harding noted that only data on youth that are participating is being collected. Mr. Haasch said that it was possible to compare the number of youth in **elementary** schools today against the number that are participating to capture non-participation data. Lynn Crump said that if data was available that indicated low participation then the reasons why there was low participation could be explored.

The Commission thanked Mr. Haasch for updating the Commission about this important Plan.

Mike Golden advised that the Master Plan Committee had proposed that the Commission hold public hearings in June and August to be held in the northern and southern ends of the County. Vice Chairman Jack Griffin said that the date for the June meeting has not been set and would involve talking points to gather input. Vice Chairman Griffin pointed out that this was a fast-track process.

Vice Chairman Jack Griffin advised that the Master Plan Committee has developed a **letter for PRAC endorsement requesting input from the cosponsored organizations** at the March 28, 3:00 p.m., Board of Supervisors meeting when a public hearing on the budget is scheduled. PRAC members are also listed for contact. Lynn Crump asked that the time of the public hearing (**6:30 p.m.**) be included in the letter. Jack Griffin made a motion to accept the letter for distribution to cosponsored organizations, with the addition of the time that the public hearing actually begins on March 28. Bob Terrell seconded the motion. There was no further discussion and the motion was approved with unanimous vote.

XII. Deferred Business:

Rugby Program-Swift Creek Sports Club -John Simpson

Mr. Simpson advised that the program is a six-week summer program to determine interest. The season will begin the week after school ends with the first game June 30 and ends in August with a tournament. The fields at Goyne and Community High School will probably be used. Mr. Simpson noted that uprights are not necessary to play the game. Mr. Simpson reported that many parents are committed to coaching rugby. In December at RISE, an exhibition was held and twenty-one youths attended. The program begins with 19, 15, and 13 years of age groups. The high-school age youth will be divided girl/boy and will be full-contact; the younger groups will be coed and touch rugby. The program requires one field at present and will practice one day a week. All games are played on Saturday. Jim Beck inquired about insurance, and Mr. Simpson advised that Swift Creek Sports Club's insurance would cover Rugby. Mike Golden advised that Risk Management's position on County liability is that if the County follows accepted standards for facilities (design, construction and maintenance), the County is not liable and insurance is an option for the organizations. Earl Gee, Esq. noted that unless there is gross negligence, the County is not liable. Bill Carlson confirmed that Swift Creek Sports Club Rugby is a cosponsored organization.

Dynamo Soccer Club- Cosponsored Status

Bill Carlson confirmed that Dynamo Soccer Club is now cosponsored and has applied for their 501.C3 status and followed all guidelines. Facilities have been assigned in the Matoaca Middle area.

Growth of Hispanic Population – Adult League

Jose Sanchez asked that the issue concerning the shortage of fields caused by the growth of the Hispanic population playing soccer and be addressed. Bill Carlson confirmed that the adult teams grew by 300 players last year and is one of the fastest growing organizations. Adult Soccer currently utilizes five fields per night starting at 8:30 p.m. The potential for shortage of fields for Adult Soccer is an obvious problem that must be addressed. Joe Sanchez noted that youth have first priority and therefore, fields are becoming scarce for adults. Ron Maxey pointed out that synthetic turf can help to address this shortage. This issue was referred to the Athletic Activities Committee.

Recommendations for Agenda Items for April 5, 2007, meeting at **Rockwood Nature Center:**

- **Winter Sports Reports- Athletic Groups' Reports**
- **Update on March 19 Meeting with the Executive Review Committee- Mike Golden**
- **NSA Tournament Update – Bill Carlson**
- **Growth of Hispanic Population - Adults– Athletic Activities Committee**
- **Revenue Report – Athletic Activities Committee**

XIII. Adjournment: 8:30 p.m.

Minutes submitted by Rebecca J. Parker, CPS/CAP

The next meeting will be held on Thursday, April 5, 2007, at the **Rockwood Nature Center**